



Townsend Council Workshop Meeting Minutes
August 19, 2020 @ 7:00 pm
VIA CONFERENCE CALL

Per the Governor's request, all scheduled meetings will be held via electronic means. Residents will be able to view documents posted to the meeting tab on the Town website at www.townsend.delaware.gov or by joining the meeting via computer.

Those wishing to attend may dial 1(301)715-8592. When directed, provide following meeting ID 82764217575# and then the following password 361631# to enter the meeting.

If you choose to access the meeting online Join the online meeting:

<https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xiME1HV0ZOcHRxSHZ3QT09>

- I. **Call to Order:** The meeting was called to order at 7:00 p.m. by Mayor Thomas McDonald.
- II. **Opening Ceremonies**
 - A. *Roll Call:*

The following Council and Staff were present with electronic access available for guests: Mayor T. McDonald, Councilman P. Miller, Councilman S. Lobdell, Councilman E. Dugan, Councilman J. Mertz, Town Manager A. Mangeri, Town Clerk A. Tantillo, and Financial Officer J. Helms.
 - B. *Pledge of Allegiance:* Skipped for Electronic Meeting
 - C. *Recognition of Visitors:* No visitors present
 - D. *Announcements:* None
- III. **Additions and Deletions to published Agenda:** None
- IV. **Approval of Minutes**
 - A. Approval/ Rejection of Town Council Public Hearing Minutes 7/1/2020: *CM Miller motioned for the approval of the minutes as presented, CM Lobdell seconded the motion. (Vote: Lobdell- Yea, Mertz-Yea, Miller- Yea)*
- V. **Mayor's Report**
 - A. As Joshua Mertz has been appointed to Town Council, to fill the vacancy left by Anthony Franco, Mayor McDonald appointed Councilman Mertz to the following committees:
 - a. Co-Chair of the Veterans Committee
 - b. Co-Chair of the Public Safety Committee
 - c. Co-Chair of the Community Relations Committee
 - d. National Wildlife Federation Committee
- VI. **Reports**
 - A. State Police:
 - a. Council requests Lt. Lloyd to provide a report at the next Council Meeting regarding the traffic calming device on Commerce Street, which is surveying the traffic flow.
 - b. TM Mangeri reported that as we now have data of the traffic flow in Town and the requirement of facemasks, the Town is reinstating what was previously done in the past by slowly moving back to the additional State Police patrols in the times and places most efficient in Town.
 - B. Town Attorney Fred Townsend III:

No questions from Council to the Town Attorney
 - C. Town Engineer Edwin Van-Otoo:
 - a. Council requests that Engineer Van-Otoo provides an update on the projects in Town, including:
 - i. The ponds in Townsend Village II and the safety issues with the sidewalk by the Pond and the grate.

D. Town Manager Anthony S. Mangeri:

- a. TM Mangeri will prepare for the next Town Council meeting the letter of adjustment of bonding requirement for the first two phases at Woods at Hidden Creek. Mr. Van-Otoo will prepare a letter to the developers for the bonding and inspection requirements.
- b. TM Mangeri shared that he has been notified by County Executives that they are authorizing the annexation of the area known as Townsend Acres. Once the Town received this authorization in writing, the Town will notify the state and Council will have an ordinance for the annexation prepared.
- c. TM Mangeri discussed with Council next steps for the area known as Townsend Acres regarding zoning and a development plan for the area.

VII. Committee Reports

A. Finance: Chair Mayor Thomas McDonald - Co-Chair CM Edgar Dugan

No report.

B. Human Resources: Chair CM Patrick Miller

No report.

C. Public Works: Chair CM Edgar Dugan - Co-Chair CM Scott Lobdell

No report

D. Land Use & Development: Chair CM Scott Lobdell - Co-Chair CM Edgar Dugan

No report.

E. Veterans Committee: Chair CM Patrick Miller - Co-Chair CM Joshua Mertz

- a. No report.

F. Public Safety: Chair CM Patrick Miller - Co-Chair – CM Joshua Mertz

A request was made by CM Mertz for a discussion on the Community Watch to be placed on the upcoming meeting agenda.

G. Community Relations: Chair CM Scott Lobdell - Co-Chair CM Joshua Mertz

- a. Mayor McDonald noted that Appoquinimink school district has decided to hold school virtually until October 19th.

H. Parks & Recreation: Chair CM Scott Lobdell - Co-Chair CM Patrick Miller

- a. Council and TM Mangeri discussed the current park usage, including the playground equipment remaining closed through the end of August and Park Pavilion Rentals being suspended through the end of August.
 - b. TM Mangeri shared that the Governors Office put forward playground recommendations that imply the Town should just the Park has a biohazard risk and individuals should play at their own risk. Along with this being unsafe, Council and TM Mangeri expressed concerns of lack of staff to clean the playground multiple times each day, the increasing spread of COVID-19 in our zip code in recent days, and the fact that most schools will be beginning their school year virtually. Council and TM Mangeri expressed concerns that if the Town did decide to open the playground equipment, this could potentially be a liability.
 - c. Council directed TM Mangeri to have the playground remain closed, to be revisited at the October Town Council meeting. Council also directed to have the Park Pavilion remain closed until October 15 for rentals to aid in the fight against the spread of COVID 19.
- I. National Wildlife Federation Liaison: CM Joshua Mertz
- a. No report.
 - b. CM Mertz will now be the National Wildlife Federation Liaison.

VIII. Citizens Comments & Participation

No comments or questions made by citizens, no citizens in attendance.

IX. Adjournment

Mayor and Council adjourned the meeting at 7:27 pm.

Please note that this is a Council Workshop. The main function is to set the agenda and prepare for the next Town Council meeting. Some business may be conducted by Council if required. The agenda items as listed may not be considered in sequence. This agenda is subject to change to include the addition or deletion of items, including executive sessions.